

BARRINGTON  
BROOKFIELD  
DOVER  
DURHAM  
FARMINGTON  
LEE  
MADBURY  
MIDDLETON  
MILTON



NEW DURHAM  
NEWMARKET  
NORTHWOOD  
NOTTINGHAM  
ROCHESTER  
ROLLINSFORD  
SOMERSWORTH  
STRAFFORD  
WAKEFIELD

November 15, 2017

R01-18-A-029

EPA Region 1

Attn: Mr. Frank Gardner

5 Post Office Square

Suite 100, Mail Code: OSRR7-2

Boston, MA 02109-3912

RE: FY 2018 Brownfields Assessment Application

Dear Mr. Gardner:

Strafford Regional Planning Commission (SRPC) is located in southeastern New Hampshire, and comprises 18 municipalities in Strafford, Rockingham, and Carroll Counties that are characteristic of a coastal New England region. The area is well situated with respect to proximity and access to larger metropolitan areas such as Boston, MA; Portland, ME; and Manchester, NH. However, its location between more affluent tourist regions (Lakes and Seacoast) has led to challenges in forming a regional identity both economically and culturally. The Strafford region has emerged as an area of concentration for low-cost and often substandard housing for individuals and families working in the more affluent regions. The communities targeted by this assessment, Somersworth and Rochester, have experienced even greater struggles adapting their economies and identities.

It is estimated that there are currently over 400 brownfields sites within SRPC's region. These sites include abandoned historic mill buildings, former dry cleaning facilities, defunct gasoline service stations, and auto repair facilities. This EPA Brownfields Assessment Grant will assist SRPC in implementing key strategies in the Regional Master Plan, Long Range Transportation Plan, and Comprehensive Economic Development Strategy as well as further SRPC's mission by identifying and assessing brownfields sites, focusing primarily on the target communities of Somersworth and Rochester.

A. Applicant Identification:

Strafford Regional Planning Commission

150 Wakefield Street, Suite 12, Rochester, NH 03867

B. Funding Request:

a. Grant Type: Assessment

b. Assessment Grant Type: Community-wide

c. Federal Funds Requested: \$300,000

d. Contamination: Hazardous Substances (\$200,000), Petroleum (\$100,000)

C. Location: Strafford region of New Hampshire, which includes:

a. 13 communities in Strafford County (Barrington, Dover, Durham, Farmington, Lee, Madbury, Middleton, Milton, New Durham, Rochester, Rollinsford, Somersworth, Strafford);

b. 3 communities in Rockingham County (Newmarket, Northwood, Nottingham);

c. 2 communities in Carroll County (Brookfield, Wakefield).

D. Property Information for Site-Specific Proposals: Not applicable. This is a Community-Wide Assessment grant.

E. Contacts:

a. Project Director:

James Burdin, AICP, regional economic development planner

Strafford Regional Planning Commission

150 Wakefield Street, Suite 12 Rochester, NH 03867

(603)994-3500

[jburdin@strafford.org](mailto:jburdin@strafford.org)

b. Chief Executive:

Cynthia Copeland, AICP, Executive Director

Strafford Regional Planning Commission

150 Wakefield Street, Suite 12 Rochester, NH 03867

(603)994-3500

[cjc@strafford.org](mailto:cjc@strafford.org)

F. Population

a. Population of Jurisdiction: 149,173

b. Population of Identified Target Area:

i. City of Somersworth: 11,778

ii. City of Rochester: 29,954

c. Persistent Poverty Affirmation: There are no communities within the Strafford region for which 20 percent of the population has lived in poverty over the past 30 years according to the 1990 and 2000 census and most recent small area income and poverty estimates.

G. Regional Priorities Form/Other Factors Checklist: Attached to this transmittal letter.

H. Letter from the State or Tribal Environmental Authority: Attached to this transmittal letter.

Thank you for your consideration of SRPC's application. Please contact me at [cjc@strafford.org](mailto:cjc@strafford.org) or James Burdin at [jburdin@strafford.org](mailto:jburdin@strafford.org) with any questions or comments.

Sincerely,



Cynthia Copeland, AICP, Executive Director

cc: Michael McCluskey, NHDES Brownfields Coordinator

Enclosed: Attachment A – Letter from State Authority

Attachment B – Regional Priorities/Other Factors Checklist

Narrative Proposal

Attachment C – Letters of Commitment from Community Organizations

Attachment D – Documentation of Leverage

Attachment E – Threshold Criteria

Attachment F – Documentation of Eligibility

150 WAKEFIELD STREET · SUITE 12 · ROCHESTER, NEW HAMPSHIRE 03867

TEL: 603.994.3500 FAX: 603.994.3504 E-MAIL: [SRPC@STRAFFORD.ORG](mailto:SRPC@STRAFFORD.ORG)

[WWW.STRAFFORD.ORG](http://WWW.STRAFFORD.ORG)

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment A**  
**Letter from State Environmental Authority**



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



**Robert R. Scott, Commissioner**

EMAIL ONLY

October 27, 2017

Cynthia Copeland, Executive Director  
Strafford Regional Planning Commission  
150 Wakefield Street, Suite 12  
Rochester, NH 03867

**Subject:       Strafford Regional Planning Commission  
FY18 Proposal for EPA Brownfields Community-Wide Assessment Grant  
State Letter of Acknowledgement and Support**

Dear Ms. Copeland:

The New Hampshire Department of Environmental Services (NHDES) hereby acknowledges and expresses our support for Strafford Regional Planning Commission's proposal for an EPA Brownfields Community-Wide Assessment Grant. It is NHDES' understanding that SRPC is applying for a total of \$300,000 in assessment funds (i.e., \$200,000 for hazardous substances and \$100,000 for petroleum).

Should your proposal be successful, NHDES will again commit to providing a liaison to provide technical support. This assistance can include serving as a non-voting member of your advisory committee, helping vet proposed sites, and reviewing the various technical documents prepared pursuant to the grant. While NHDES cannot commit to providing specific funding for future work at sites addressed under this grant, the Department currently has cleanup funds available through its Brownfields Revolving Loan Fund in the form of low interest loans and may be able to make available cleanup grants contingent upon future funding.

We look forward to continuing our working relationship with SRPC. Please contact me should you have any questions.

Sincerely,

Michael McCluskey, P.E.  
Brownfields Program  
Hazardous Waste Remediation Bureau  
Tel: (603) 271-2183  
Fax: (603) 271-2181  
Email: [Michael.McCluskey@des.nh.gov](mailto:Michael.McCluskey@des.nh.gov)

cc: James Burdin, SRPC  
Karlee Kenison, P.G., Administrator, NHDES-HWRB  
Lea Anne Atwell, P.G., NHDES-HWRB

[www.des.nh.gov](http://www.des.nh.gov)

PO Box 95, 29 Hazen Drive, Concord, NH 03302-0095  
Telephone: (603) 271-2908    Fax: (603) 271-2181    TDD Access: Relay NH 1-800-735-2964

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment B**  
**Regional Priorities Form/Other Factors Checklist**

Name of Applicant: **Strafford Regional Planning Commission**

**Regional Priorities Other Factor**

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.F., please indicate the regional priority(ies) and page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

Region 1 Priority Title: Assistance to communities that have limited in-house capacity to manage brownfield projects.

Page number(s): 4-6

**Assessment Other Factors Checklist**

Please identify (with an X) which, if any of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the section process.

	<b>Other Factor</b>	<b>Page #</b>
	Community is 10,000 or less	
	The jurisdiction is located within, or includes, a county experiencing “persistent poverty” where 20% or more of its population has lived in poverty over the past 30 years, as measured by the 1990 and 2000 decennial censuses and the most recent Small Area Income and Poverty Estimates	
	United States territory	
	Applicant is, or will assist a federally-recognized Indian tribe or United States territory	
	Targeted brownfield sites are impacted by mine-scarred land	
<b>X</b>	Project is primarily focusing on Phase II assessments	8, 9
<b>X</b>	Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation	9
	Applicant is a recipient of an EPA Brownfields Area-Wide Planning Grant	

## **1.Community Need**

### **1.a. Target Area and Brownfields**

**1.a.i. Community and Target Area Descriptions:** One of nine planning regions in New Hampshire, the Strafford region comprises all 13 municipalities in Strafford County, two towns in Carroll County, and three in Rockingham County. Located between the affluent Lakes and Seacoast regions, the Strafford region is characterized by concentrations of low-cost and often substandard housing for individuals and families working in the more affluent regions. Somersworth and Rochester are the targets for this assessment because of their comparatively low incomes and high concentration of brownfields; the assessment grant will be available to all 18 Strafford region communities if significant brownfield projects arise.

Somersworth<sup>1</sup> was founded as a mill town in the early 1800s. In 1822, Great Falls Manufacturing Company, a textile business with three mills, was established beside the Salmon Falls River. Other expansive brick buildings were later erected, including tenements to house the immigrant workforce. A thriving downtown emerged adjacent to the mills and included retail stores, tenement housing, commercial offices, restaurants, and schools. The city prospered until the early 20th century, when newer forms of energy replaced hydropower and the Great Depression drove many firms into bankruptcy. The Great Falls Manufacturing Company's largest mill was renovated for other uses in the 1980s, but it burned in a 2003 fire. As of 2014, manufacturing employment in the city had fallen to 1,148, about half of employment levels in 1990.<sup>2</sup> The focus area for brownfields assessments continues to be Somersworth's historic riverfront downtown, where businesses suffer and there are vacant or severely underutilized spaces and substandard housing.

Rochester<sup>3</sup> is the second most populous city in the Strafford region, and the sixth in the state. The Cocheco River runs through the city's downtown, and the Salmon Falls River forms its boundary with Maine. Settled in 1728, Rochester had developed into a mill town by the early 19<sup>th</sup> century, when sawmills, gristmills, and several tanneries were constructed. Textile production grew during the mid-19<sup>th</sup> century until the 1880s when shoe manufacturing replaced textiles as Rochester's major industry. Two of the city's major employers, the Hubbard Shoe Company and the Maybury Shoe Company, survived the Great Depression and produced military footwear during World War II. But increased international competition forced them to close in the 1970s. Brownfield assessments in Rochester will focus on the downtown, where businesses continue to suffer and there are vacant or severely underutilized spaces.

**1.a.ii. Demographic Information and Indicators of Need:** Table 1 shows demographic information for target communities and the Strafford region. Italicized text denotes sensitive populations likely to be disproportionately affected by large concentrations of brownfield sites. Median household income in Somersworth and Rochester is well below the state level. Inflation-adjusted median household income in Rochester has declined approximately 15 percent over the past five years, while Somersworth's has remained fairly constant.<sup>4</sup>

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<sup>1</sup> Wikipedia.com

<sup>2</sup> New Hampshire Employment Security

<sup>3</sup> Wikipedia.com

<sup>4</sup> Strafford Economic Development District "Comprehensive Economic Development Strategy 2016 Update"

**Table 1: Summary Statistics**

	Rochester	Somersworth	Strafford Region	New Hampshire	United States
Population <sup>1</sup>	29,954	11,778	149,173	1,324,201	316,127,513
Unemployment <sup>1</sup>	6.6%	7.1%	6.5%**	5.8%	8.3%
Poverty Rate <sup>1</sup>	13.2%	13.6%	11.1%**	8.9%	15.5%
Percent Minority* <sup>1</sup>	5.8%	15.9%	8.1%**	8.6%	37.8%
Median Household Income <sup>1</sup>	\$46,979	\$54,868	\$60,711**	\$66,779	\$53,889
Poverty Rate Under 18 <sup>1</sup>	22.2%	20.0%	12.9%**	11.9%	21.7%
Percent Disabled <sup>1</sup>	17.7%	13.8%	13.1%**	12.1%	12.4%
Percent Age 65+ <sup>1</sup>	16.8%	12.5%	13.2%**	15.3%	14.1%
% Renter-Occupied Housing built before 1980 <sup>1</sup>	62.6%	75.1%	65.5%**	65.4%	59.1%
% Occupied Housing Units that are Mobile Homes <sup>1</sup>	16.2%	9.3%	9.7%**	5.6%	5.9%
<sup>1</sup> U.S. Census 2015 American Community Survey					
*Population that is not white and one race only.					
**Strafford County (Excludes Brookfield, Newmarket, Northwood, Nottingham, Wakefield)					

**1.a.iii. Description of the Brownfields:** Based on a Brownfield inventory by SRPC, NH Department of Environmental Services (NHDES), Strafford municipalities, and the Brownfields Advisory Committee (BAC), the Strafford region has at least 400 brownfield sites. Table 2 identifies priority sites in the target area and the contaminants expected to be associated with each site. The former Robbins Auto site in Rochester, and the Hilltop School, Old Police Station,

		Table 2: Priority Sites, Impacts, and Known and Potential Contaminants																
		Vacant	Vandalized	Municipally Owned	Back Taxes Owed	In Neighborhood	Downtown Location	Com./Indus. Corridor	On Market	Proximity to Water	Safety Hazard	Lead	Asbestos	PAHs	PCBs	Petroleum	Chlorinated Solvents	Cleanup Planning
Somersworth	Hilltop School	x	x	x		x	x		x		x	x	x		x			x
	Old Police Station	x	x	x			x				x	x	x		x			x
	Somersworth Hotel	x				x	x				x	x	x	x		x		
	Facemate Site						x				x	x		x	x			x
	Burned Bleachery/Dyeworks	x					x			x	x	x	x	x	x		x	x
	Aclara Lot	x					x			x	x	x		x	x			x
	Former Chabots Dairy	x			x	x	x			x		x	x	x	x	x		
	Breton Cleaners	x	x	x			x		x		x							x
	Aclara Warehouse	x					x	x		x		x	x	x	x			x
	J.A. Prince	x				x	x	x	x		x	x	x	x	x	x		
Rochester	Rouleau's Garage						x	x	x		x	x	x	x	x	x		
	Advanced Recycling	x		x		x	x	x									x	x
	Robbins Auto	x		x			x					x	x			x		x
	Rochester Stove	x	x					x	x	x	x	x	x	x		x		
	Spaulding Ave Mill				x			x	x	x		x	x	x	x	x	x	x
	Various Residential Properties	x			x	x					x	x	x			x		x

and Breton Cleaners sites in Somersworth are high priority sites for redevelopment at the heart of the communities' downtowns. Rochester has more than 80 properties eligible to be seized for back taxes, including many aging residential structures.

### **1.b. Welfare, Environmental, and Public Health Impacts**

**1.b.i. Welfare Impacts:** Dilapidated, neglected, and unsecured buildings pose physical hazards and strain local services. Vacant buildings and lots attract vandalism, arson, and the manufacture, sale, and use of drugs that increase costs for health care, police, and emergency services. One crime index scores Somersworth 17 out of 100 (100 being the safest) and Rochester 27 out of 100. Somersworth has the highest total crime rate, 32 per 1,000 residents.<sup>5</sup> Abandoned buildings are common in the poorest neighborhoods and disproportionately affect low-income residents, resulting in diminished property values and lack of investment.

Lack of access to essential services and amenities diminishes quality of life throughout the region. The City of Rochester has a walk score of 21 out of 100, meaning nearly all errands require access to a car, particularly to access groceries and other retail services located outside of the downtown.<sup>6</sup> While Somersworth's downtown is more walkable, exposure to dilapidated buildings and potentially hazardous environments dissuades walking. Only two public bus routes run through Somersworth. Approximately 14 percent of Somersworth and 18 percent of Rochester residents have a disability, exacerbating the challenge of accessing services safely. Only 5 percent of Strafford County residents live within one-half mile of a park; statewide 17 percent do. Only 5 percent of the land in Somersworth is conserved, compared to upwards of 25 percent elsewhere in southeastern New Hampshire. The lack of recreational space increases the risk that children and youth will play in vacant lots or abandoned buildings.

**1.b.ii. Cumulative Environmental Issues:** Historic mill development throughout the Strafford region was focused near rivers to take advantage of hydro power. Many of these buildings have fallen into disrepair and threaten critical surface water bodies and aquifers. For example, the Spaulding Avenue mill in Rochester is adjacent to the Salmon Falls River upstream from most of Rochester and Somersworth. An assessment would determine the extent of this target site's impact on water users downstream. The Salmon Falls River serves as Somersworth's drinking water source, and has eight identified impairments, including dissolved oxygen and pH levels,<sup>7</sup> attributable to stormwater runoff from residential and commercial sites, roadways within 250 feet of the river bank, water-crossings, and failing septic systems. Nearly 40 percent of Strafford County residents rely on private wells.<sup>8</sup> Radon and arsenic threaten drinking water. Over 44 percent of tests in Strafford County exceed the 4.0 pCi/L action level for radon, compared to 32.4 percent statewide.<sup>9</sup> Naturally occurring arsenic above 10 ppb is found in 20 percent of bedrock wells in the county.<sup>11</sup> The New Hampshire Healthy Homes & Lead Poisoning Prevention Program lists Rochester and Somersworth among the highest risk communities for lead exposure.<sup>10</sup>

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<sup>5</sup> Neighborhood Scout. Crime rates for Somersworth, NH and Rochester, NH.

<sup>6</sup> [www.walkscore.com](http://www.walkscore.com)

<sup>7</sup> EPA 303(d) list (2012).

<sup>8</sup> USGS

<sup>9</sup> NH Bureau of Environmental and Occupational Health. 2004.

<sup>10</sup> NH Healthy Homes & Lead Poisoning Prevention Program, *2015 Lead Exposure Surveillance Report*



Somersworth identifies flooding as a significant hazard that may exacerbate existing contamination and further compromise dilapidated structures.<sup>11</sup> The city's impervious surface area went from 26 percent in 1990 to 42 percent in 2010, increasing water quality impacts. The Aclara warehouse and vacant lot are priority properties close to the Salmon Falls River in Somersworth that could be improved to support stormwater management best practices.

**1.b.iii. Cumulative Public Health Impacts:** The region faces a number of public health threats from cumulative sources. Over 4 percent of Stafford County residents live within 150 meters of a highway, and densely settled downtown Somersworth experiences high levels of traffic congestion.<sup>12</sup> Air quality mitigation projects associated with a major expansion of NH Route 16 are underway in the region. Over 62 percent of New Hampshire's housing stock was built prior to 1978.<sup>13</sup> EPA's Environmental Justice (EJ) mapper shows that Somersworth<sup>14</sup> ranks in the 80<sup>th</sup> to 90<sup>th</sup> percentile nationally for lead paint; 90<sup>th</sup> to 95<sup>th</sup> percentile for proximity to a Superfund site; and 90<sup>th</sup> to 95<sup>th</sup> percentile for proximity to a water discharger.<sup>15</sup> Many public health threats increase the population's vulnerability to environmental issues. Air quality in particular can have profound, systemic impacts on sensitive populations. The annual ambient concentration of PM<sub>2.5</sub> in the county was 8µg/m<sup>3</sup> in 2012. Vaporization of soil contaminants may worsen the impacts of poor air quality. In Strafford County, 10.6 percent of adults and children have asthma, compared to 7 percent of adults and 8.3 of children nationwide.<sup>16</sup> An estimated 30 percent of asthma cases can be attributed to environmental factors. These air quality concerns are correlated to the number of vehicles on the road and could be mitigated by more walkable community centers.

Because blighted properties detract from aesthetics and real and perceived safety, they detract from the walkability of a community. In a county where over 30 percent of adults are obese,<sup>17</sup> compared to 27 percent throughout the state, encouraging walking for recreation and transportation is critical to improving public health. The cumulative impact of abandoned structures poses a risk for vulnerable populations, including illicit behavior and lack of decent quality housing. New Hampshire consistently ranks among the highest in the nation for illicit drug use and alcohol consumption among adults and young people, and lowest for access to treatment.<sup>18</sup> Strafford County is experiencing an opioid epidemic. Lack of health insurance also increases the population's vulnerability: in Somersworth, 22 percent of residents in Census Tract 083001 and 16 percent in Census Tract 083002 lack health insurance.<sup>19</sup>

### **1.c. Financial Need**

**1.c.i. Economic Conditions:** Median household incomes in Somersworth and Rochester are significantly lower than the state median, and poverty, child poverty, and unemployment rates are higher. Somersworth lost 54 percent of its manufacturing jobs between 1990 and 2015 and struggles to replace the lost commercial tax base. The city is investing significant resources in downtown infrastructure and has no additional funds for brownfield assessments or remediation. Strafford Regional Planning Commission (SRPC) is one of the few resources that communities

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<sup>11</sup> Somersworth Multi-Hazard Mitigation Plan. 2016.

<sup>12</sup> Centers for Disease Control and Prevention, <https://ephracking.cdc.gov/showInfoByLocationExt?&FIPS=33017>

<sup>13</sup> CDC Asthma State Profiles. [https://www.cdc.gov/asthma/stateprofiles/asthma\\_in\\_nh.pdf](https://www.cdc.gov/asthma/stateprofiles/asthma_in_nh.pdf)

<sup>14</sup> Block Group #330170830015

<sup>15</sup> Centers for Disease Control and Prevention, <https://ephracking.cdc.gov/showInfoByLocationExt?&FIPS=33017>

<sup>16</sup> Asthma Burden Report Update New Hampshire 2014. <http://www.dhhs.nh.gov/dphs/cdpc/asthma/documents/asthma-burden-2014.pdf>

<sup>17</sup> Strafford County Public Health Network

<sup>18</sup> NH Department of Health and Human Services, 2015

<sup>19</sup> NHDHHS Socioeconomic Vulnerability Index.

<http://nhvieww.maps.arcgis.com/apps/MapSeries/index.html?appid=eb192191712d4b1e91558a4675a31011>

like Somersworth and Rochester have access to for environmental, economic development, transportation, and resiliency planning. New Hampshire does not collect sales or income taxes; instead, it relies strictly on property taxes to fund state government, municipal operations, and schools. This system severely limits the ability of SRPC and its member communities to fund brownfields assessments. With only 8 percent of its annual operating budget coming from member communities and 1 percent from state revenues, SRPC must leverage grants and funding to fulfill its mission. With seven Phase I and four Phase II Assessments partially or fully completed, SRPC has provided Community Assessment Grant funds to communities in its region. SRPC does not, however, have the funds to continue this work on the remaining high-priority sites without further EPA assistance.

**1.c.ii Economic Effects of Brownfields:** Contamination and its perceived risks deter economic development throughout the entire Strafford region. Somersworth and Rochester show signs of economic depression ranging from underutilized and inaccessible waterfronts to vacant lots and aging buildings. Job losses also have significantly affected the region. When Trelleborg Sealing Solutions closed in April 2009, Somersworth lost 91 manufacturing jobs. Rochester marketing firm Brand Partners closed in April 2010 and laid off 52 workers. Thompson Center Arms in Rochester saw multiple layoffs before closing entirely, resulting in 250 positions lost. In 2012, Strafford County lost 310 positions when an AT&T customer service center closed and another 170 positions due to layoffs at the Goss International plant. Thompson Investment Casting laid off 33 workers; Velcro laid off 100 workers in Somersworth and elsewhere.

The closure of historic mills and other manufacturing facilities over the past 20 years has profoundly affected the economic conditions of the target areas. Many brownfield sites are in downtown Somersworth along the Salmon Falls River, which normally would be greatly-desired and high-priced real estate. The Hilltop Historic District in Somersworth is the largest historic district in the state, with around 220 historic properties. But due to known or alleged contamination, many of these properties are either underutilized or unoccupied, resulting in a significant loss of tax revenue to the community. The area is home primarily to young adults, low-income individuals, and the elderly who have no other options but to live in this rundown, blighted, and low-rent district. In Rochester, new development has bypassed the downtown for newly built shopping centers and business parks on the outskirts of the city. Priority brownfield sites in the target area are shown in Table 2.

According to the City of Rochester, its downtown meets Community Development Block Grant (CDBG) criteria to qualify as a blighted area. The city's Community Development Department and its downtown business organization, Rochester Main Street, estimate downtown commercial vacancy rates at 25 percent. They have identified at least 71 vacant or distressed properties in the area. As a result, the downtown is one of six state-designated Economic Revitalization Zones in Rochester. Reuse of downtown sites, such as the Advanced Recycling and Robbins Auto facilities, would restore vacant properties to the tax rolls.

Brownfields decrease the value of adjacent properties and, in some cases, preclude development because no prospective homeowner or investor wants to buy or remodel a home that overlooks a vacant, dilapidated industrial facility. The City of Rochester has indicated that the prevalence of brownfields and other sources of contamination have prevented it from acquiring CDBG or

Department of Housing and Urban Development (HUD) funding for downtown projects. The environmental stigma in both target communities and throughout the region leaves owners unwilling to invest in their properties. Additionally, municipalities are hesitant to acquire brownfield properties because of the environmental unknowns. Even with state-legislated economic incentives (Economic Revitalization Zones, TIF districts, and limited tax credits), contamination has the development community and property owners wary of redevelopment.

## **2. Project Description and Feasibility of Success**

### **2.a. Project Description, Redevelopment Strategy, and Timing and Implementation**

**2.a.i. Project Description and Alignment with Revitalization Plans:** The Brownfields Assessment Program will use EPA grant funds to conduct Phase I and II assessments on vacant, dilapidated, and underutilized properties in the Strafford region, particularly in Somersworth and Rochester. This program builds upon regional planning strategies focused on community design and prosperity.

SRPC developed a regional master plan, *Local Solutions for the Strafford Region*, (adopted in 2015) as part of a statewide HUD Sustainable Communities Regional Planning Grant. A key finding was the significance that development patterns have on quality of life in urban and rural communities. The plan outlines strategies to increase sustainability and resiliency throughout the region, as well as opportunities to ensure long-term protection of natural resources, provide affordable housing options, and support existing and new businesses and employment opportunities. Redeveloping brownfield properties is an essential component of each of these strategies. The plan provides a comprehensive set of actions, including advocating for Smart Growth, increasing awareness of impacts of hazardous materials on natural systems, engaging local economic interest groups, promoting alternative energy, and increasing housing options. SRPC's work with brownfield properties is an important part of these regional actions.

The Brownfields Program also aligns with SRPC's Comprehensive Economic Development Strategy (CEDS). Prepared in accordance with U.S. Economic Development Administration (EDA) guidelines, the CEDS outlines a regional strategy for economic development and prosperity. Redeveloping brownfield properties will advance its goals to attract and retain businesses, investments, and employment in the region; promote regional collaboration and leadership in economic development; protect and preserve the environment; and improve residents' and workers' health and welfare.

**2.a.ii. Redevelopment Strategy:** This grant will focus on commercial and residential redevelopment in the urban centers and downtowns of our region to address the key community needs of better paying jobs, quality housing, water quality protection, and walkability. Focusing on properties in urban centers will allow projects to leverage existing infrastructure. Sites will be selected by SRPC, the BAC, elected officials, community leaders, and property owners. The selected qualified environmental professional (QEP) will help the BAC develop site selection prioritization processes. The QEP will lead Phase I and II assessments and redevelopment or remediation planning for selected sites. The grant funds would enable SRPC to target high-priority properties for assessment and cleanup planning, as well as position the communities and property owners to apply for cleanup funding if properties are determined to be contaminated. The assessment, cleanup, and revitalization of downtown areas are a key focus of the target

communities and the entire SRPC region. Returning key commercial and industrial properties to productive use is crucial for reestablishing employment opportunities and enhancing the tax base. Properties targeted for assessment will include those that can spur additional privately funded development, are ripe for redevelopment, and can leverage other public and private resources. This approach adheres to SRPC’s mission to “foster sustainable development and improve quality of life in the region through balancing economic progress with environmental protection and community well-being.”

SRPC’s Brownfields Assessment Program has already demonstrated the ability to move sites from assessment to redevelopment, and it will continue this success if awarded new assessment funds. Phase I and II ESAs have been conducted for the Hilltop School and former police station in Somersworth, which are actively seeking redevelopment partners; 828 Portland St. in Rochester, which is planned for a large-scale mixed-use development; Lockhart Field in Milton, which is planned for a solar field; and the Georgia Nelson Estate in Farmington, which is planned for cleanup. SRPC will assist these projects with clean-up planning, as needed. Each project will use existing municipal infrastructure, will provide additional residents or amenities in downtown or otherwise underserved areas (e.g., East Rochester has poor access to grocery stores), or, in the case of Milton, will provide the town and its residents with the financial benefits of energy credits. In this round, SRPC will target new sites in Rochester and Somersworth that will provide positive impacts through the reuse of existing infrastructure and implementation of other Smart Growth principles.

#### **2.a.iii. Timing and Implementation**

**(a) Contractor Procurement (September–December 2018):** SRPC has a Brownfields Assessment Program, so implementation of the grant will begin immediately. The Brownfields Advisory Committee (BAC) that was formed in the fall of 2015 will be maintained and expanded as necessary. A QEP will be selected in the fall of 2018. SRPC will issue a Request for Qualifications (RFQ) that will be advertised regionally, on SRPC’s website, and through direct outreach to local QEPs. SRPC will interview the top-scoring firms and will select, by December 2018, the firm that demonstrates not only strong familiarity with the Strafford region but also the ability to best advance the goals of SRPC’s program.

**(b) Inventory & Site Selection Process (January–March 2019):** SRPC is expanding its regional brownfields inventory. Seven high-priority sites have been or are now being assessed under the current Brownfields Assessment Grant. SRPC continues to discuss assessment priorities with target area communities to ensure that the highest priority sites are addressed first. SRPC and the QEP will review and update the inventory for the target area and the entire region by soliciting input at public meetings; interviewing state and municipal officials, property owners, and project stakeholders; reviewing local and state databases; and conducting windshield surveys. Site nomination forms will be distributed at the public and quarterly Strafford BAC meetings throughout the project. SRPC and the QEP will then work with the BAC to select and prioritize sites for assessment or cleanup planning in early 2019. Previously assessed sites that require cleanup planning will likely be given the highest priority and new assessments will likely focus on the target areas, but high-priority projects throughout the region will be considered. Projects will be selected based on their potential for addressing key community needs and goals,

including increased employment, quality housing, protection of water quality, blight removal, downtown revitalization, and enhanced walkability.

**(c) Obtaining and Securing Site Access (March–August 2019):** SRPC has used its site access agreement throughout the current program. With the assistance of the QEP, SRPC will obtain access agreements for additional sites in early 2019, and new assessments will begin that spring after conducting outreach and education to the owners of privately held sites and to municipalities. A second round of assessments will begin during the summer of 2019. If site access cannot be obtained, SRPC will move to the next site as prioritized by the BAC. SRPC expects that grant funds will be exhausted well within the three-year requirement.

## **2.b. Task Descriptions and Budget Table**

**2.b.i. Task Descriptions:** Grant funding will be allocated into four tasks. The budget assumes an SRPC staff rate of \$50 per hour (combined personnel and fringe benefits) and QEP rate of \$100 per hour for all tasks. Time estimates are based upon observed needs from SRPC’s current assessment grant.

Task 1 – Program Oversight – Program oversight includes SRPC’s role in managing the program, the QEP’s role in performing ACRES updates, and their joint roles in quarterly reporting. Specific outputs associated with this task include the BAC presentation materials and minutes; selection of a QEP via a Request for Proposal in accordance with all applicable state and federal regulations; ACRES updates; and quarterly reports. SRPC staff and the QEP are each budgeted for 60 hours for the hazardous substance grant, and 30 hours for the petroleum grant. Costs for SRPC staff to attend one EPA Brownfields Convention at a cost of \$2,000 are included (for airfare, hotel, and miscellaneous expenses).

Task 2 – Community Engagement –SRPC will implement the community outreach components outlined in Section 3.a.i. SRPC has allocated 80 hours of staff time for the hazardous grant, and 40 hours for the petroleum grant to oversee and facilitate meetings and additional outreach with the public and project stakeholders. The QEP will allocate 60 hours to outreach activities from hazardous substance funding and 30 hours from the petroleum grant. This cost includes travel to the public meetings and the cost for production of materials for distribution to the public, press releases, and public notices. SRPC will also prepare outreach materials relative to the Brownfields assessment program for distribution at meetings, workshops, conferences, and other engagement opportunities during the program.

Task 3 – Brownfields Inventory – SRPC, in conjunction with the selected QEP, will review and update the existing Brownfields inventory as outlined in Section 2.a.ii. This will include updating SRPC’s existing GIS database, querying NHDES Onestop and soliciting input from other agencies. The budget for this task includes 80 hours of SRPC staff time and 40 hours of QEP time for the hazardous substance grant. The petroleum grant allocates 40 hours for SRPC staff and 20 hours for the QEP. This cost includes updating the inventory, incorporating data into GIS, selecting sites, and travel and supplies for approximately 8 meetings with site owners.

Task 4 – Phase I and II Environmental Site Assessments (ESA) and Cleanup and Reuse Planning – The selected QEP will conduct Phase I ESAs for each selected site in accordance with ASTM

## Strafford Regional Planning Commission (SRPC) – Project Narrative Proposal

International standard 1527-13 as well as the EPA “All Appropriate Inquiry” standards. The estimated cost of each Phase I assessment is \$4,500. If “recognized environmental conditions” (RECs) are identified in the Phase I ESA, the selected QEP will conduct additional investigations to confirm or dismiss the environmental conditions and to determine the nature and extent of contamination. A Quality Assurance Project Plan (QAPP) will be prepared and submitted to the EPA as part of this task prior to undertaking Phase II activities. The scope of the Phase II Investigation will be developed based on specifics from each site to determine whether hazardous material impacts exist, and if so, to what extent. Phase II ESAs are budgeted at an estimated cost of \$26,300 per site. Based on the results of the Phase II ESAs, the QEP will prepare an Analysis of Brownfields Cleanup Alternatives (ABCA) and a Remedial Action Plan (RAP) for each site with exceedances of New Hampshire risk-based cleanup guidelines. The ABCA will include a remedial alternative evaluation and ranking based on proposed reuse scenarios. Reuse/redevelopment plans will be prepared in conjunction with the RAPs to ensure that sites are brought to the point of redevelopment. Public meetings will be a key element of reuse planning.

SRPC anticipates 120 hours of staff time for the hazardous substances program and 60 hours for the petroleum grant to review the QEP’s Phase I and Phase II ESA reports, distribute the reports, and interface with property owners. SRPC anticipates 5 Phase I ESAs, 5 Phase II ESAs, and two ABCAs and RAPs to be completed through the Hazardous Substance Program. SRPC estimates outputs for the petroleum program to include 4 Phase I ESAs, 2 Phase II ESAs, and 2 ABCAs and RAPs. These estimates leave \$1,400 in petroleum funding for additional cleanup planning.

### 2.b.ii. Budget Tables

<b>HAZARDOUS SUBSTANCE ASSESSMENT</b>	Task 1: Program Oversight	Task 2: Community Engagement	Task 3: Site Inventory	Task 4: Phase I and Phase II ESAs; Cleanup Planning	<b>TOTAL</b>
Personnel	\$1,800	\$2,400	\$2,400	\$3,600	\$10,200
Fringe Benefits	\$1,200	\$1,600	\$1,600	\$2,400	\$6,800
Travel	\$2,000	\$200	\$300	\$0	\$2,500
Equipment	\$0	\$0	\$0	\$0	\$0
Supplies	\$100	\$300	\$100	\$0	\$500
Contractual	\$6,000	\$6,000	\$4,000	\$164,000	\$180,000
Other	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$11,100</b>	<b>\$10,500</b>	<b>\$8,400</b>	<b>\$170,000</b>	<b>\$200,000</b>

<b>PETROLEUM ASSESSMENT</b>	Task 1: Program Oversight	Task 2: Community Engagement	Task 3: Site Inventory	Task 4: Phase I and Phase II ESAs; Cleanup Planning	<b>TOTAL</b>
Personnel	\$900	\$1,200	\$1,200	\$1,800	\$5,100
Fringe Benefits	\$600	\$800	\$800	\$1,200	\$3,400
Travel	\$1,000	\$100	\$150	\$0	\$1,250
Equipment	\$0	\$0	\$0	\$0	\$0
Supplies	\$50	\$150	\$50	\$0	\$250
Contractual	\$3,000	\$3,000	\$2,000	\$82,000	\$90,000
Other	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$5,550</b>	<b>\$5,250</b>	<b>\$4,200</b>	<b>\$85,000</b>	<b>\$100,000</b>

**2.c. Ability to Leverage:** (Documentation of Leveraged Funds is included in Attachment D)

- **BAC leveraged time:** The BAC acts as an advisory body to the brownfield program and assists with aspects of all tasks. SRPC has leveraged \$3,625 in municipal staff and volunteer time in the first two years of its current program. SRPC expects to leverage at least \$4,000 worth of staff and volunteer time over a new three-year grant period.
- **SRPC Staff Time:** SRPC is heavily involved in regional transportation, land use, and economic development planning and can leverage a variety of financial resources to support planning activities connected to brownfields. SRPC expects to leverage a combined total of 80 hours of staff time, budgeted at \$50 per hour, from the following secured or pending sources:
  - SRPC receives \$11,111 annually in state funds from the NH Office of Strategic Initiatives to update the Comprehensive Economic Development Strategies (CEDS) for the region.
  - SRPC is now an Economic Development District (EDD) and received \$70,000 in funding from the US EDA in FY 2017. Redevelopment of brownfields sites is an important part of CEDS sections on revitalization and resiliency, and SRPC anticipates significant collaboration between the BAC and economic development partners. Funding in FY 2018 and beyond is pending.
  - Acting as the Metropolitan Planning Organization (MPO), Strafford Regional Planning Commission administers \$.48 million annually in federal transportation funds (UPWP) that enhance safety, preservation, mobility, access, and revitalization in the Strafford region.
- **Strafford Economic Development Corporation (SEDC):** SEDC is a regional economic development corporation with approximately \$15 million in total financial resources. Brownfield redevelopment projects that are consistent with SEDC's mission will be eligible for loans. (See SEDC's Letter of Commitment in Attachment C). SEDC is applying in this round for a Brownfield Revolving Loan Fund from US EPA that would be a devoted resource for brownfield cleanup.
- **New Hampshire Department of Environmental Services (NHDES):** NHDES operates an RLF and other assessment and cleanup resources that could be leveraged to support brownfield projects (see Attachment A).

Source	Amount (\$)	Status
BAC leveraged time	\$4,000	Pending
SRPC leveraged time (OSI/EDA/UPWP)	\$4,000	Secured
SEDC financing	\$15,000,000	Potential cleanup
SEDC Brownfields RLF	\$800,000	Potential cleanup
NHDES Brownfields Assessment	Unknown amount	Potential
NHDES RLF	Unknown amount	Potential cleanup

### 3. Community Engagement and Partnerships

#### 3.a. Engaging the Community

**3.a.i. Community Involvement Plan:** Community engagement is one of SRPC's core strengths, and SRPC has a history of effective public outreach to solicit input, foster participation, and document support. SRPC's professional planners engage communities in the decision-making process and advocate for under-represented groups. SRPC uses social media, focus groups, surveys, and qualitative analysis to synthesize public input.

SRPC's Brownfields Program has an active BAC, and community outreach is ongoing. All Strafford region communities had input into SRPC's current brownfields inventory, including 10 local information sessions to discuss program requirements and identify potential sites. If additional funds are awarded, SRPC will conduct two public information meetings each in Rochester and Somersworth to educate community officials, business owners, project partners, and the public about the Assessment Grant and to re-assess current site priorities and solicit new

sites. SRPC's annual integrated project solicitation process includes discussions with municipal leaders and staff about local priorities for new transportation and economic development projects. SRPC will use this process to ensure effective integration of local brownfield priorities.

Once sites are in the Brownfields Program, the ability of the Brownfields Assessment to spur transformation depends greatly on community buy-in and support. Community involvement—including educating stakeholders and seeking their input—is crucial. SRPC and the QEP have made communication with elected and appointed municipal officials a priority, particularly for high-profile projects. SRPC conducted meetings with municipal officials in Somersworth, Farmington, Rollinsford, and Milton to discuss Phase I and II ESA results.

Removing barriers to redevelopment requires educating and informing the public, businesses, community groups, and potential investors. SRPC's brownfields fact sheet and brochure explain the program and how to get involved. They are distributed through SRPC's brownfields web page and at community meetings. By October 2017, 73 fact sheets and 78 brochures had been distributed, and 280 people had visited the web page.

Public outreach will continue through press releases and public meetings; one-on-one meetings; brochures and fact sheets; posts on SRPC's website and blog; and information distributed through the BAC. To reach a wide audience, SRPC will leverage its relationships with municipal officials and staff as well as its growing list-serves. Community involvement will include:

- At least four community meetings (two in each target community) to announce the availability of assessment grants, explain the program, provide contact information, and request comments and site nominations.
- Public meetings publicized by SRPC through notices on municipal and regional websites—and at libraries and other municipal buildings to reach stakeholders who lack internet access.
- Meetings to inform property owners, municipal officials, and developers of the availability of assessment grants and to explain opportunities to leverage the Brownfields Program.

**3.a.ii. Communicating Progress:** Public meetings of the BAC and municipal officials will encourage local participation and communicate progress. These meetings will include reports of site assessment results and presentations of future cleanup possibilities. SRPC will provide information about the Brownfield Program on its website and to municipal and community organizations. This information will include scheduled engagement opportunities, meetings, and contact information for the BAC. Public meetings will be handicapped accessible; sign language and other interpreters will be available upon request.

### **3.b. Partnerships with Government Agencies**

**3.b.i. Local/State/Tribal Environmental Authority:** City managers, planners, code enforcement officers, public works and economic development professionals, and other municipal staff members will be key partners in the program. They will serve on the BAC, assist in owner outreach, help obtain property access agreements, and encourage developer interest. SRPC expects continued participation by current BAC members, including:

- The City of Somersworth, a valuable partner in SRPC's brownfields program since its inception in 2015. City staff is instrumental in identifying and advancing work on priority sites in the city and in regional efforts through their participation on the BAC. Somersworth



will continue to participate on the BAC and will support efforts to identify potential assessment sites, build partnerships with community groups, negotiate site access, facilitate access to city-owned properties, and assist with public outreach and engagement.

- The City of Rochester, which will be an active partner in the target area for this grant. City staff already met with SRPC to discuss potential assessment needs and opportunities for using brownfields assessments to leverage other development projects and investments. Rochester also will continue to participate on the BAC and will support efforts to identify potential assessment sites, build partnerships with community groups, negotiate site access, facilitate access to city-owned properties, and assist with public outreach and engagement.

**3.b.ii. Other Governmental Partnerships:** The BAC comprises municipal officials, NHDES technical staff, and interested parties from service area communities. NHDES will remain a key partner in our Brownfields Program. NHDES staff will serve on the BAC, assist with regulatory research, help shape environmental assessments, review reports, and provide technical expertise. SRPC has collaborated with NHDES program staff on current brownfields activities and other projects. SRPC will rely on our ongoing partnership with the EPA Region 1 brownfields staff for support in implementing the grant and managing the cooperative agreement. SRPC administers the Strafford Economic Development District (EDD) and annually updates the Comprehensive Economic Development Strategy. EDD tracks priority economic development projects region-wide and works with local stakeholders to identify regional economic trends.

### **3.c. Partnerships with Community Organizations**

**3.c.i. Community Organization Descriptions & Roles:** The BAC has members from local municipalities and community organizations specializing in environmental stewardship and economic development. BAC members are liaisons to their organizations and help promote the Brownfields Program and potential assessment site opportunities. SRPC anticipates continued participation from current BAC members, including each of the following:

- Strafford Economic Development Corporation (SEDC), an independent non-profit corporation specializing in locating and providing financial assistance for businesses in southeastern New Hampshire. SRPC anticipates SEDC will continue to help with reuse planning, with referring businesses and owners to the program, and with connecting redevelopment projects to eligible sources of funding.
- Wentworth Economic Development Corporation (WEDCO), a regional economic development corporation that promotes and supports businesses and employment opportunities. SRPC anticipates WEDCO's support will include identifying potential assessment sites, providing information to property owners about lending programs and revolving loans, and assisting with outreach.

**3.c.ii. Letters of Commitment:** (Included in Attachment C)

**3.c.iii. Partnerships with Workforce Development Programs:** There are well-qualified contractors and consultants in the SRPC region that can implement the Brownfields Program. SRPC advertises projects in the region and gives preference to local firms. When opportunities for brownfields assessments or other large infrastructure projects arise, SRPC will work with the selected QEP to post notices in NH Works Centers, including the one in Somersworth. This ensures that local people and companies are aware of our brownfields and other infrastructure projects. Employment opportunities are also possible through WEDCO's Intermediary Lending

Program, which supports employment through business and real estate acquisition and with construction or renovation associated with redevelopment of brownfields.

#### **4. Project Benefits**

**4.a. Welfare, Environment, and Public Health Benefits:** Low-income families in the SRPC region are more exposed to toxic chemicals and incur a greater burden associated with Superfund and other contaminated sites than higher income families. The prevalence of underutilized buildings and substandard housing in the downtown neighborhoods of Somersworth, Rochester, and other communities leads to disproportionate impacts on lower income residents. Remediating and redeveloping brownfields reduces exposure to hazardous materials. Communities benefit from the cleanup of blighted properties, which has a positive impact to safety and investment in low-income neighborhoods and benefits sensitive populations. Assessing contamination in these properties better positions the properties for investment and redevelopment and improves the quality of the community. Removing blight will lead to safer, more welcoming places to walk and will encourage greater economic investment and job opportunities. Cleaning up contaminated sites will contribute positively to health priorities in the SRPC region such as reducing obesity and substance abuse.

Participation in the Brownfields Program yields immediate positive impacts on the environment. Each site undergoes a thorough assessment to identify contaminants, which are remediated as necessary during redevelopment. Among the environmental benefits are reduced volatile organic compounds (VOCs) in accessible soils; assessment and protection of impacted groundwater; improved indoor air quality from reduced exposure to VOCs and asbestos; removal of lead paint from buildings; and identification of impacts to down-gradient receptors including wetlands and surface waters (Eight separate areas of impairment attributed to the region's industrial past were recently identified in the Salmon Falls River).

This project will help alleviate public health threats associated with brownfields, such as the inhalation of hazardous substances that can cause asthma, cancer, and infant mortality. The cleanup will enhance the resiliency of sensitive species by improving the integrity of ecosystems that are at risk due to climate change. By encouraging and enabling infill and redevelopment, brownfield cleanup can also lead to more compact development and reduced sprawl, resulting in lower transportation-related greenhouse gas emissions. These short- and long-term outcomes directly implement SRPC's Regional Master Plan, which was developed through a state-wide, three-year project funded by a HUD Sustainable Communities Regional Planning Grant.

**4.b. Economic and Community Benefits:** The Brownfields Program will lead to more attractive and desirable communities, enhanced property values, business expansion, and job creation and retention. Greater employment opportunities, access to services, and amenities for individuals and increased tax revenues for the community are crucial for Somersworth and Rochester, which have higher than average poverty rates due to the lack of quality jobs (See Table 1). Redevelopment can be more cost effective because it typically does not require the expansion of roads or utilities. For example, the Hilltop School brownfield project in Somersworth will provide 30 new housing units and much needed community park space. This site was previously the subject of a planning charrette conducted by the Friends of Somersworth and was placed on the National Register of Historic Places in 2015. This project will not only create much needed

housing close to Somersworth's downtown, but also return the building to the city's tax rolls, without imposing infrastructure costs on the city.

Potential uses of remediated brownfields include green space and restored wetlands that can increase recreational opportunities and provide other benefits. This aligns well with the goals of Somersworth's 2016 Natural Resources Assessment. Brownfield redevelopment typically gives a "face lift" that increases community pride and generally spurs more improvements to neighboring properties. These improvements can directly affect the mental health of residents and reduce crime and the continuation of blighted conditions. Other beneficial reuses for redeveloped brownfields are affordable housing, libraries, and municipal buildings. For example, the Advanced Recycling site in Rochester would be an ideal location for a business incubator in the heart of the downtown, a short walk from other businesses and municipal buildings.

## **5. Programmatic Capability and Past Performance**

**5.a. Audit Findings:** No adverse audit findings have been associated with any grants received and managed by SRPC.

**5.b. Programmatic Capability:** SRPC has a strong record of managing federal and state grant-funded projects. Since 2015, SRPC has managed an EPA-funded Brownfields Assessment Program totaling \$400,000. Over the past six years, SRPC has managed approximately \$3.6 million in federal funds. Our formal procurement and payment systems are managed by the executive director and financial consultant.

SRPC has a strong history of procuring technical, professional, and creative services, including engineering, legal, research, marketing, and planning services, through competitive bids. The QEP for this project will be hired through a prescribed RFP selection process. The Brownfields Program will be supported by staff members experienced in a variety of planning efforts including transportation, hazard mitigation, economic development, natural resources, and local land use planning as well as GIS, public outreach, and grant administration. The project principals will be the following:

**Cynthia Copeland, AICP:** The SRPC Brownfields Program will be led by Executive Director Cynthia Copeland, who will provide oversight and coordinate community engagement and site selection. Ms. Copeland has over 20 years of experience in regional planning and grant management. She received her master's in natural resources & public administration from West Virginia University. Before joining SRPC in 1999, she served as a land use planner for Marin and Solano counties in California and planning director for Oneida Indian Nation in New York.

**James Burdin, AICP:** SRPC's regional economic development planner, Mr. Burdin has a bachelor's in history from the University of North Carolina and a master's in city and regional planning from Ohio State University. He has managed SRPC's Brownfields Program for the past nine months and will continue to manage it if awarded additional funds. His experience includes hazard mitigation planning, economic development, community master planning, public outreach, and local and regional land use planning. Mr. Burdin also oversees the operation of the Strafford EDD and updates to its Comprehensive Economic Development Strategy.

**5.c. Measuring Environmental Results: Anticipated Outputs and Outcomes:** Our quarterly reports to EPA—regularly updated in the EPA ACRES database—track, measure, and evaluate our progress in achieving short- and long-term program outcomes. Upon notification of award, SRPC will prepare the required Cooperative Agreement Work Plan with EPA outlining the project schedule and budget and identifying the stages, tasks, benchmarks, and milestones to be tracked and measured during grant implementation. Connecting the outputs to our work plan will link the results of the grant funding to EPA’s strategic plan, as well as demonstrate to Congress the tangible results of the Brownfields grant program. SRPC also will integrate results into our performance-based planning initiative, which includes environmental sustainability measures.

#### **5.d. Past Performance and Accomplishments**

##### **5.d.i. Currently Has an EPA Brownfields Grant**

**5.d.i.1. Accomplishments:** SRPC has maintained a Brownfields Assessment Program since it was first awarded brownfield assessment funds in 2015. All petroleum and hazardous substance funds have been allocated to sites and will be expended early, by spring 2018. SRPC’s program has completed seven Phase I ESAs (five hazardous substance and two petroleum), five SSQAPPs (four hazardous and one petroleum), and four Phase II ESAs (all hazardous). Work continues on one additional Phase II (petroleum), with the final report expected in winter 2017 or spring 2018. The status of all projects has been updated in ACRES and the resulting financial leverages will be entered as projects move into redevelopment.

Four sites have been targeted for cleanup and redevelopment. Phase I ESAs for the old police station and the Hilltop School in Somersworth were completed in fall 2016 and Phase II ESAs were finalized in spring 2017. The City of Somersworth has a purchase and sale agreement with a private developer to clean up and redevelop the Hilltop School as residential units and is seeking opportunities to reuse the old police station, although the local housing authority is considering reusing the building for housing. Somersworth is also pursuing cleanup funds for the Breton Cleaners site. Plans call for the former dry cleaner to be replaced with a new commercial building in the heart of Somersworth. The former Advanced Recycling site in downtown Rochester is targeted for cleanup and redevelopment as a small business incubator. In addition to redevelopment investments that will be realized in 2017–2018, SRPC’s projects have leveraged approximately \$3,625 in municipal staff and volunteer time through BAC meetings, assistance with site assessment access, and community meetings. If current projects come in under budget, SRPC will explore new opportunities for public outreach, cleanup planning, or Phase I ESAs.

**5.d.i.2. Compliance with Grant Requirements:** For each grant above, SRPC has met the work plan requirements, stayed on schedule, and complied with its terms and conditions. Expected results have been achieved, and SRPC has complied with each awarding agency’s requirements for reporting outputs and outcomes in periodic written and electronic reports. SRPC ensures that the ACRES database is routinely updated with current project information and that all quarterly, MBE/WBE, and other financial reports are submitted on time. SRPC has funds from FY 2015 for both hazardous substances and petroleum brownfields; however, all funds are fully committed and will be exhausted early in 2018, before the grant period ends. With our expanding inventory of hazardous substances sites and our successful community outreach, our communities say they want to participate in the program; therefore, substantial additional funds are needed. SRPC has not closed any EPA Brownfields grants as of the writing of this proposal.

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment C**  
**Letters of Commitment from Community Organizations**

November 2, 2017

Cynthia Copeland, AICP, Executive Director  
Strafford Regional Planning Commission  
150 Wakefield Street, Suite 12, Rochester, NH 03867

Dear Ms. Copeland:

Please accept this letter of support and commitment from the Strafford Economic Development Corporation (SEDC) of New Hampshire, for the Brownfields Community Assessment Grant application being submitted by Strafford Regional Planning Commission (SRPC) to the U.S. EPA's Community Brownfields Assessment Grant Program. The proposed work is consistent with and supportive of SEDC's goals of job creation and retention throughout the region, and SEDC looks forward to a continued active partnership with SRPC to promote redevelopment of brownfield properties in the region.

The redevelopment of brownfield properties for industrial, commercial, residential, and recreational uses in ways that prevent or control exposure to contaminated conditions is a worthy effort. Communities are revitalized, job opportunities are created or expanded, and public health and the environment are protected. SRPC proposes a structured approach to achieve these goals. SRPC needs funding to update community wide brownfields inventories, to conduct initial site assessment work at properties identified and prioritized during the inventory process, and to plan community involvement and redevelopment strategies that address issues in the Strafford region.

SEDC will assist these efforts in the following ways:

- Continued representation at meetings of the Brownfields Advisory Committee.
- Identification of priority sites for Phase I and II assessments.
- Building partnerships with the development community.
- Promotion of the brownfield assessment program.
- Referrals of businesses and property owners to the program.
- SEDC has financial resources of approximately \$15 million. Businesses proposing projects consistent with our mission will be eligible for loans in these areas.
- SEDC will submit an application to US EPA to establish a brownfields revolving loan fund. If awarded, this Revolving Loan Fund will provide financing to support cleanup of sites assessed through SRPC's brownfields program.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dennis McCann", is written over the printed name.

Dennis McCann  
Executive Director

November 15, 2017

Cynthia Copeland, AICP, Executive Director  
Strafford Regional Planning Commission  
150 Wakefield Street, Suite 12  
Rochester, NH 03867

Dear Ms. Copeland:

On behalf of the Wentworth Economic Development Corporation (WEDCO), please accept this letter of commitment for the Brownfields Community Assessment Grant application being submitted by Strafford Regional Planning Commission (SRPC). We have been actively involved in SRPC's brownfield program, which is an important tool in WEDCO's efforts to promote economic growth. We look forward to a continued partnership with SRPC to support redevelopment of brownfield properties in the region.

WEDCO is a private nonprofit 501(c) (3) regional economic development corporation serving businesses of all sizes in our New Hampshire service area, which includes the Towns of Brookfield, Farmington, Milton, Middleton, New Durham and Wakefield in the SRPC region. It is WEDCO's mission to promote and support businesses and the creation of employment opportunities by providing development assistance and financing. Brownfields assessment and redevelopment is a key component of community revitalization and job creation and expansion. SRPC's existing Community Assessment Grant has provided a path to redevelopment in the first two years of the SRPC brownfields program, and we support the continuation of this successful program and the assistance it brings to environmentally challenged land and buildings.


It is my understanding that SRPC hopes to secure funding to update community wide brownfields inventories, to conduct initial site assessment work at properties identified and prioritized during the inventory process, and to plan community involvement and redevelopment strategies that address issues in the SRPC region.

WEDCO commits to assisting these efforts in the following ways:

- Continued representation at meetings of the Brownfields Advisory Committee.
- Identification of priority sites for Phase I and II assessments.
- Building partnerships with the development community.
- Promotion of the brownfield assessment program and referrals of potential businesses and property owners to the program.
- WEDCO has a revolving loan fund and an Intermediary Relending Program for expansion and/or relocation of businesses that create or retain jobs in the region. Businesses proposing projects consistent with WEDCO's mission would be eligible for loans in the project locations as they are redeveloped.

We support SRPC's Brownfields Assessment Grant application and are excited to be an active participant in this project.

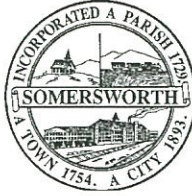
Sincerely,



Denise Roy-Palmer  
Executive Director

# SOMERSWORTH, NEW HAMPSHIRE

City of Somersworth  
One Government Way  
Somersworth, NH 03878



City Hall  
603.692.4262  
[www.somersworth.com](http://www.somersworth.com)

October 31, 2017

Cynthia Copeland, AICP, Executive Director  
Strafford Regional Planning Commission, 150 Wakefield Street, Suite 12  
Rochester, NH 03867

Dear Ms. Copeland:

On behalf of the City of Somersworth, please accept this letter of commitment for the EPA Brownfields Community Assessment Grant application to be submitted by Strafford Regional Planning Commission (SRPC) in November 2017.

SRPC's brownfields program has been a valuable resource in Somersworth and throughout the region. Phase I and Phase II Assessments have recently been completed for two priority sites in the city: the former police station and Hilltop School. The City of Somersworth is working with private developers to promote cleanup and redevelopment of both sites, and is grateful for ongoing support from SRPC and their QEP throughout this process.

The City is actively in the process of selling the Hilltop School for multifamily residential redevelopment and we have just held a well-attended, two-day Community Charrette for Main Street including the former Police Station and the under-utilized Plaza property. The Mayor has appointed a Special Committee to oversee redevelopment plans for Main Street and the Plaza.

The City of Somersworth pledges to assist SRPC with the following activities:

- Representation at meetings of the Brownfields Advisory Committee.
- Identification of priority sites for Phase I and II assessments.
- Building partnerships with community organizations in Somersworth and throughout the region.
- Negotiating site access agreements with landowners and facilitating site access to city-owned properties.
- Public outreach and engagement to support individual projects and the brownfield assessment program as a whole.

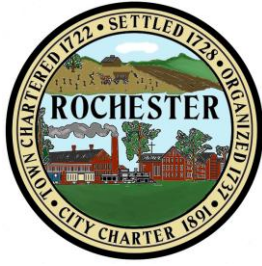
The City of Somersworth is pleased to continue our participation in the SRPC brownfields program, and will provide assistance to SRPC however possible throughout the process. If you have any questions, please contact me at [ssaunders@somersworth.com](mailto:ssaunders@somersworth.com)

Sincerely,

  
Shanna B. Saunders  
Director of Development Services  
City of Somersworth

Proud past, bright future





*City of Rochester, New Hampshire*  
Office of Community & Economic Development  
31 Wakefield Street • Rochester, NH 03867  
Office location: 33 Wakefield Street  
(603) 335-7522  
[www.rochesternh.net](http://www.rochesternh.net)

November 14, 2017

Cynthia J. Copeland, AICP  
Executive Director  
Strafford Regional Planning Commission  
150 Wakefield Street, Suite 12  
Rochester, NH 03867

Dear Ms. Copeland:

I am writing in support of the brownfields grant application to be submitted by the Strafford Regional Planning Commission (SRPC) and to express the City of Rochester's commitment in assisting SRPC's work in this important area of economic development.

The City of Rochester and SRPC are long-time partners in brownfields remediation and economic development work, and we believe that SRPC's proposed work will prove invaluable in assisting Rochester to remediate contaminated properties within the City and to return these properties to productive economic use. The City of Rochester has a long history as a heavily industrial city, with a specialty in shoe-making, and the environmental legacy of this is a number of former mill sites with environmental concerns that have not been able to be fully addressed due to financial constraints.

The City and the SRPC have already identified several brownfield sites within the city, as well as sites with other contamination issues, and have worked to analyze and prioritize these sites for remediation and redevelopment. The City of Rochester has also submitted an FY 18 Brownfields Cleanup Grant application to remediate and redevelop a former recycling center and match-making factory that is located in the City's downtown.

The City of Rochester commits city staff time for in-kind technical assistance to support the SRPC's brownfields project, including assistance in choosing the most appropriate sites for remediation work, assistance in identifying potential interested developers for economic redevelopment of remediated properties, and other such related activities.

Sincerely,

Julian L. Long, J.D.  
Community Development Coordinator and Grants Manager

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment D**  
**Documentation of Leveraged Funds**



CHRISTOPHER T. SUNUNU  
GOVERNOR

**STATE OF NEW HAMPSHIRE**  
**OFFICE OF ENERGY AND PLANNING**  
107 Pleasant Street, Johnson Hall  
Concord, NH 03301-3834  
Telephone: (603) 271-2155  
Fax: (603) 271-2615



RECEIVED

AUG 10 2017

August 4, 2017

Cynthia Copeland, Executive Director  
Strafford Regional Planning Commission  
150 Wakefield Street, Suite 3  
Rochester, NH 03867-1300

RE: Contract between the Office of Energy and Planning\* and Strafford Regional Planning Commission in the amount of \$22,222.00 for planning assistance and training to municipalities on local, municipal, and regional planning issues effective July 1, 2017 through June 30, 2019.

Dear Ms. Copeland:

I have enclosed for your records the Agreement between the Office of Energy and Planning\* and Strafford Regional Planning Commission for the above-referenced project.

**Please reference PO 1057104 when submitting invoices for payment.**

Should you have any questions regarding this contract, please contact Susan Slack at 271-2155.

Sincerely,

Barbara Shea  
Fiscal Manager

*\*Effective July 1, 2017, per HB 517, the Office of Energy and Planning (OEP) was renamed Office of Strategic Initiatives. Future correspondence will be sent on Office of Strategic Initiatives letterhead.*

cc: Susan Slack, OEP\*

Enclosure

V AB/EXP  
TBG18

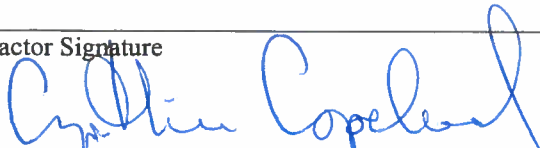
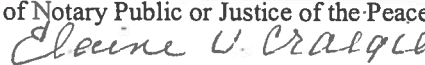
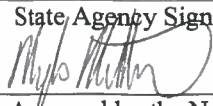
Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

**AGREEMENT**

The State of New Hampshire and the Contractor hereby mutually agree as follows:

**GENERAL PROVISIONS**

**1. IDENTIFICATION.**

1.1 State Agency Name NH Office of Energy & Planning		1.2 State Agency Address 107 Pleasant Street Johnson Hall, 3 <sup>rd</sup> Floor Concord, NH 03301	
1.3 Contractor Name Strafford Regional Planning Commission		1.4 Contractor Address 150 Wakefield Street, Suite #12 Rochester, NH 03867	
1.5 Contractor Phone Number (603) 994-3500	1.6 Account Number 65700000 500581 O2MRA18A/19A	1.7 Completion Date June 30, 2019	1.8 Price Limitation \$22,222.00
1.9 Contracting Officer for State Agency Susan Slack		1.10 State Agency Telephone Number 271-1765	
1.11 Contractor Signature 		1.12 Name and Title of Contractor Signatory Cynthia Copeland, Executive Director	
1.13 Acknowledgement: State of <u>NH</u> , County of <u>Strafford</u> On <u>4-19-17</u> , before the undersigned officer, personally appeared the person identified in block 1.12, or satisfactorily proven to be the person whose name is signed in block 1.11, and acknowledged that s/he executed this document in the capacity indicated in block 1.12.			
1.13.1 Signature of Notary Public or Justice of the Peace  [Seal]		ELAINE W. CRAIGIE, Notary Public My Commission Expires February 6, 2018	
1.13.2 Name and Title of Notary or Justice of the Peace <u>Elaine W. Craigie, Notary Public</u>			
1.14 State Agency Signature  Date: <u>5/8/17</u>		1.15 Name and Title of State Agency Signatory Myles Matteson, Director	
1.16 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.17 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By: _____ On: _____			
1.18 Approval by the Governor and Executive Council (if applicable) By: _____ On: _____			

SPECIAL AWARD CONDITIONS  
U.S. DEPARTMENT OF COMMERCE  
Economic Development Administration (EDA)

---

**NON-CONSTRUCTION PROJECTS:** Short Term Planning Assistance Program under  
Section 203 of the Public Works and Economic Development Act of 1965, as amended  
(42 U.S.C. § 3143) PWEDA

---

**Project Title:** Support for Planning Organizations

**Recipient Name:** Strafford Regional Planning  
Commission

**Award Number:** ED16PHIxxxxx

1. This EDA Award supports the work described in the approved final scope of work, which is incorporated by reference into this Award, as the *Authorized Scope of Work* (Attachment 1). All work on this project should be consistent with this *Authorized Scope of Work*, unless the Grants Officer has authorized a modification of the scope of work in writing through an amendment memorialized through execution of a Form CD-451.

2. The Recipient Contact's name, title, address, and telephone number are:

Cynthia Copeland  
Executive Director  
603-994-3500  
cjc@strafford.org

Strafford Regional Planning  
Commission  
150 Wakefield Street, Suite 12  
Rochester, NH 03867-1300

3. The Grants Officer is authorized to award, amend, suspend, and terminate financial assistance awards. The Grants Officer is:

Linda Cruz Carnall  
Regional Director  
Fax: 215-597-4063

Economic Development Administration  
Philadelphia Regional Office  
601 Walnut Street, Suite 140 South  
Philadelphia, PA 19106-3323

4. The Federal Program Officer (Area Director) oversees the programmatic aspects of this Award. The Federal Program Officer is:

Marguerite McGinley  
Area Director  
Phone: 215-597-8822  
Fax: 215-597-2908  
Email: mmcginley@eda.gov

Economic Development Administration  
Philadelphia Regional Office  
601 Walnut Street, Suite 140 South  
Philadelphia, PA 19106-3323

project period, and that all matching and program income (if applicable) is fully reported. Final grant rate and determinations of final balances owed to the government will be determined by the information on the final Form SF-425, so it is imperative that this final financial form is submitted in a timely and accurate manner.

- c. Complete Comprehensive Economic Development Strategy (CEDS) Document or Annual Update: The Recipient shall submit, each year, either a revised CEDS or a CEDS Annual Performance Report, as required. After five years from EDA approval of the full CEDS, the Recipient must submit a new 5-year CEDS reflecting current regional priorities and data.

9. **ALLOWABLE COSTS AND AUTHORIZED BUDGET:** Total allowable costs will be determined at the conclusion of the period of performance in accordance with the administrative authorities applicable pursuant to the *Financial Assistance Award* (Form CD-450), including the applicable *Cost Principles* and *Uniform Administrative Requirements*, after Final Financial Documents are submitted.

Line Item Budget:

- A. Under the terms of the Award, the total approved/authorized budget is:

Federal Share (EDA)	\$70,000
Non-Federal Matching Share	\$70,000
Total Project Cost	\$140,000

- B. Under the terms of this Award, the total approved line item budget is:

Personnel	\$ 41,650
Fringe Benefits	\$ 16,677
Travel	\$ 2,498
Equipment	
Supplies	\$ 2,920
Contractual	\$ 600
Construction	
Other	\$ 46,000



Victoria F. Sheehan  
Commissioner

THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF TRANSPORTATION

G+C # 61  
Date 6-21-17



William Cass, P.E.  
Assistant Commissioner

Bureau of Planning and Community Assistance  
May 4, 2017

His Excellency, Governor Christopher T. Sununu  
and the Honorable Council  
State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

Authorize the Department of Transportation to enter into a contract with the Strafford Regional Planning Commission (Vendor #155570), Rochester, NH, in the amount of \$954,792 to undertake certain transportation related planning activities from July 1, 2017, or the date of Governor and Executive Council approval, whichever is later, through June 30, 2019. 100% Federal Funds.

Funding is contingent upon the availability and continued appropriation of funds for FY 2018 and FY 2019 as follows:

	<b><u>FY 2018</u></b>	<b><u>FY 2019</u></b>	<b><u>TOTAL</u></b>
04-096-096-962515-2944 SPR Planning Funds			
072-500575 Grants to Non-Profits-Federal	\$477,396	\$477,396	\$954,792

**EXPLANATION**

The Strafford Regional Planning Commission, a designated Metropolitan Planning Organization (MPO), contains the Urbanized Area communities of Dover and Rochester as well as surrounding towns in the southeastern region of the state. The Moving Ahead for Progress in the 21st Century (MAP-21), provides planning and transit funds for each Regional Planning Commission. Cooperatively, the New Hampshire Department of Transportation (NHDOT) and the Strafford Regional Planning Commission has developed procedures for addressing transportation planning issues.

Strafford Regional Planning Commission has developed a proposal to carry out the Metropolitan Planning process as identified by 23 CFR Subpart C and USC Title 23 Section 134 and the Transit Planning process as identified in Section 5303 of the Federal Transit Act.

This contract comprises the biennium Unified Planning Work Plan (UPWP) for State Fiscal Years 2018 and 2019. As part of this program, Strafford Regional Planning Commission will provide transportation planning and programming to support state, regional, and local needs. The Strafford Regional Planning Commission will focus on eight planning factors as follows:

- 1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- 2) Increase the safety of the transportation system for motorized and non-motorized users

- 3) Increase the security of the transportation system for motorized and non-motorized users
- 4) Increase the accessibility and mobility of people and freight
- 5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
- 6) Enhance the integration and connectivity of the transportation system, across and between modes, people and freight
- 7) Promote efficient system management and operation
- 8) Emphasize the preservation of the existing transportation system

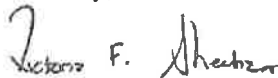
These planning factors are identified in the Moving Ahead for Progress in the 21st Century (MAP-21) transportation bill. Additionally, Strafford Regional Planning Commission will address the New Hampshire Federal Highway Administration and Federal Transit Administration Planning Emphasis Areas (PEAs), which include MAP-21 implementation of performance based planning and programming, regional planning cooperation and ladders of opportunities for access to essential services and identification of connectivity gaps.

The Strafford Regional Planning Commission can accomplish this work for a total fee not to exceed \$1,060,880.00. The funding to be used is from Federal Highway Administration (FHWA) Consolidated Planning Grant funds and local funds. The Federal portion \$954,792.00 is Federal Aid (involving Metropolitan Planning (PL) and Statewide Planning & Research (SPR) funds) with additional \$106,088.00 in local funds (collected by Strafford Regional Planning Commission to be applied towards total cost).

The Contract has been approved by the Attorney General as to form and execution and funding for each fiscal year is contingent upon the availability and continued appropriations of funds. Copies of the fully executed contract are on file at the Secretary of State's office and the Department of Administrative Services office and subsequent to Governor and Council approval, will be on file at the Department of Transportation.

It is respectfully requested that authority be given to enter into a Contract for professional services as detailed in the Requested Resolution.

Sincerely,



Victoria F. Sheehan  
Commissioner

Attachments



## Budget

Funding Source	FY 2018	FY 2019
Federal funds	\$477,396	\$477,396
<b>SUBTOTAL-Federal funds</b>	<b>\$477,396</b>	<b>\$477,396</b>
SRPC match of Federal funds (10%)	\$53,044	\$53,044
<b>Subtotal-SRPC matching funds</b>	<b>\$53,044</b>	<b>\$53,044</b>
<b>TOTAL</b>	<b>\$530,440</b>	<b>\$530,440</b>

PERSONNEL COSTS	Fiscal Year 2018			Fiscal Year 2019		
	Hours	Budget (varies per hour)	% of Total	Hours	Budget (varies per hour)	% of Total Hours
Category 100 <sup>9</sup>	1100	\$84,518	17%	1110	\$84,518	17%
Category 200	2172	\$107,013	21%	2172	\$107,013	21%
Category 300	1672	\$80,673	16.57%	1672	\$80,673	16.5%
Category 400	3476	\$147,160	29%	3476	\$147,160	29%
Category 500	1643	\$81,394	16.5%	1643	\$81,394	16.5%
<b>Personnel Totals</b>	<b>10,063</b>	<b>\$ 500,758</b>	<b>100%</b>	<b>10,063</b>	<b>\$ 500,758</b>	<b>100%</b>

<sup>9</sup> Each hour was calculated at \$69.85 for Category 100, \$44.78 for Category 200, \$43.85 for Category 300, \$40.32 for Category 400 and \$45.05 for Category 500. This was based on FY2017 current payroll. An additional 10% rate was factored for each hour in Categories 100,200,300, and 500, and a 5% rate for each hour in Category 400 to factor in salary increases for FY18 and FY19 and for change in ICR now being negotiated.

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment E**

**Threshold Criteria for Assessment Grant Applications**

**1. Applicant Eligibility**

Strafford Regional Planning Commission (SRPC) qualifies as an eligible applicant as a “Government Entity Created by State Legislature” and as a “Regional Council or group of General Purpose Units of Local Government” (see **Attachment F**).

**2. Letter from the State or Tribal Environmental Authority**

The Letter of Acknowledgment from the New Hampshire Department of Environmental Services (NH DES) is included as part of this proposal (see **Attachment A**).

**3. Community Involvement**

Community engagement is one of SRPC’s core strengths, and SRPC has a history of effective public outreach to solicit input, foster participation, and document support. SRPC’s professional planners engage communities in the decision-making process and advocate for under-represented groups. SRPC uses social media, focus groups, surveys, and qualitative analysis to synthesize public input.

SRPC’s Brownfields Program has an active BAC, and community outreach is ongoing. All Strafford region communities had input into SRPC’s current brownfields inventory, including 10 local information sessions to discuss program requirements and identify potential sites. If additional funds are awarded, SRPC will conduct two public information meetings each in Rochester and Somersworth to educate community officials, business owners, project partners, and the public about the Assessment Grant and to re-assess current site priorities and solicit new sites. SRPC’s annual integrated project solicitation process includes discussions with municipal leaders and staff about local priorities for new transportation and economic development projects. SRPC will use this process to ensure effective integration of local brownfield priorities.

Once sites are in the Brownfields Program, the ability of the Brownfields Assessment to spur transformation depends greatly on community buy-in and support. Community involvement—including educating stakeholders and seeking their input—is crucial. SRPC and the QEP have made communication with elected and appointed municipal officials a priority, particularly for high-profile projects. SRPC conducted meetings with municipal officials in Somersworth, Farmington, Rollinsford, and Milton to discuss Phase I and II ESA results.

Removing barriers to redevelopment requires educating and informing the public, businesses, community groups, and potential investors. SRPC’s brownfields fact sheet and brochure explain the program and how to get involved. They are distributed through SRPC’s brownfields web page and at community meetings. By October 2017, 73 fact sheets and 78 brochures had been distributed, and 280 people had visited the web page.

Public outreach will continue through press releases and public meetings; one-on-one meetings; brochures and fact sheets; posts on SRPC’s website and blog; and information distributed through the BAC. To reach a wide audience, SRPC will leverage its relationships with municipal

## **Strafford Regional Planning Commission (SRPC)**

### **Proposal for FY18 Community-Wide Brownfields Assessment Grant**

officials and staff as well as its growing list-serves. Community involvement will include:

- At least four community meetings (two in each target community) to announce the availability of assessment grants, explain the program, provide contact information, and request comments and site nominations.
- Public meetings publicized by SRPC through notices on municipal and regional websites—and at libraries and other municipal buildings to reach stakeholders who lack internet access.
- Meetings to inform property owners, municipal officials, and developers of the availability of assessment grants and to explain opportunities to leverage the Brownfields Program.

Public meetings of the BAC and municipal officials will encourage local participation and communicate progress. These meetings will include reports of site assessment results and presentations of future cleanup possibilities. SRPC will provide information about the Brownfield Program on its website and to municipal and community organizations. This information will include scheduled engagement opportunities, meetings, and contact information for the BAC. Public meetings will be handicapped accessible; sign language and other interpreters will be available upon request.

#### **4. Site Eligibility & Property Ownership Eligibility (Site-Specific Proposals Only)**

This is a Community-Wide Assessment Grant only and therefore this Threshold Criteria does not apply.

**Strafford Regional Planning Commission (SRPC)**  
**Proposal for FY18 Community-Wide Brownfields Assessment Grant**

**Attachment F**  
**Documentation of Applicant Eligibility**  
**Appendix A: RSA 36:45**  
**TITLE III**  
**TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED**  
**PLACES**

**CHAPTER 36**  
**REGIONAL PLANNING COMMISSIONS**

**Regional Planning Commissions**

**Section 36:45**

**36:45 Purposes.-** The purpose of this subdivision shall be to enable municipalities and counties to join in the formation of regional planning commissions whose duty it shall be to prepare a coordinated plan for the development of a region, taking into account present and future needs with a view toward encouraging the most appropriate use of land, such as for agriculture, forestry, industry, commerce, and housing; the facilitation of transportation and communication; the proper and economic location of public utilities and services; the development of adequate recreational areas; the promotion of good civic design; and the wise and efficient expenditure of public funds. The aforesaid plan shall be made in order to promote the health, safety, morals and general welfare of the region and its inhabitants. To promote these purposes the office of energy and planning shall delineate planning regions for the state so that each municipality of the state will fall within a delineated region and shall have the opportunity of forming or joining the regional planning commission for that planning region. In determining these regions the office shall consider such factors as community of interest and homogeneity, existing metropolitan and regional planning agencies, patterns of communication and transportation, geographic features and natural boundaries, extent of urban development, relevancy of the region for provision of governmental services and functions and its use for administering state and federal programs, the existence of physical, social and economic problems of a regional character, and other related characteristics. To accommodate changing conditions, the office may adjust the boundaries of the planning regions, after consultation with the respective regional planning commissions.

**Source.** 1969,324:1, eff. Aug. 29, 1969.2000,200:2, eff. July 29,2000. 2003, 319:9, eff. July 1, 2003.  
2004, 257:44, eff. July 1, 2004.

## Application for Federal Assistance SF-424

\* 1. Type of Submission:

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

\* 2. Type of Application:

- ☒ New  
☐ Continuation  
☐ Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

11/16/2017

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

NH

### 8. APPLICANT INFORMATION:

\* a. Legal Name: Strafford Regional Planning Commission

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

02-0363744

\* c. Organizational DUNS:

7916781880000

### d. Address:

\* Street1: 150 Wakefield Street, Suite 12

Street2:

\* City: Rochester

County/Parish:

Strafford

\* State:

NH: New Hampshire

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code: 03867-1300

### e. Organizational Unit:

Department Name:

Division Name:

### f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

\* First Name:

James

Middle Name:

\* Last Name:

Burdin

Suffix:

Title: Regional Economic Development Planner

Organizational Affiliation:

Strafford Regional Planning Commission

\* Telephone Number: 6039943500

Fax Number:

\* Email: jburdin@strafford.org

## Application for Federal Assistance SF-424

### \* 9. Type of Applicant 1: Select Applicant Type:

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

### \* 10. Name of Federal Agency:

Environmental Protection Agency

### 11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

### \* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-17-07

\* Title:

FY18 GUIDELINES FOR BROWNFIELDS ASSESSMENT GRANTS

### 13. Competition Identification Number:

Title:

### 14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

### \* 15. Descriptive Title of Applicant's Project:

Strafford Regional Planning Commission's Brownfields Assessment Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424****16. Congressional Districts Of:**\* a. Applicant \* b. Program/Project 

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="300,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ \*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title: \* Telephone Number:  Fax Number: \* Email: \* Signature of Authorized Representative:  \* Date Signed: